

TOWN OF JAFFREY
Jaffrey, New Hampshire
PLANNING BOARD
Meeting Minutes
November 9, 2016

Present: Chairman McKenzie, Members, Deschenes, Devlin, Farmer, Gordon, Merrell and Sherman

Absent: Member Despres and Selectmen's Representative MacIsaac

Staff: JoAnne Carr, Director of Planning and Economic Development

MEETING MINUTES APPROVAL

By unanimous vote the minutes of the October 11, 2016 meeting were approved as submitted. (5-0-1)
Member Merrell abstained.

PRELIMINARY CONCEPTUAL

None

CALL TO ORDER

Chairman McKenzie called the public hearing to order at 7:00 p.m. Notice of the public hearing for PB 16-16 and PB 16-17 was posted in the Town Office building, the Library; copies were sent to the Planning Board, the Conservation Commission, and the Board of Selectmen. Members Farmer and Sherman would vote.

APPLICATION ACCEPTANCE

1. PB 16-16 Apollo Steel, 35 Maria Dr., Map 255/Lot 8.2, Zone: Industrial

Technical Sub-division – The applicant proposes a lot line adjustment.

On a motion by McKenzie, seconded by Gordon the application proposing a lot line adjustment was accepted. (7-0).

2. PB 16-17 Apollo Steel, 35 Maria Dr., Map 255 / Lot 8.2, Zone: Industrial

Site Plan Review – The applicant proposes to amend a previously approved site plan.

On a motion by Farmer, seconded by Merrell the site plan review application proposing to amend a previously approved site plan was accepted. (7-0)

PUBLIC HEARING – NEW

1. PB 16-16 Apollo Steel, 35 Maria Dr., Map 255/Lot 8.2, Zone: Industrial

Technical Sub-division – The applicant proposes a lot line adjustment.

Presentation: Mike Ploof, Fieldstone Land Consultants

Appearance:

Mr. Ploof is representing Apollo Steel and they are proposing a lot line adjustment between lots 8.2 and 8.5. Lot 8.2 will acquire 6.155 acres from lot 8.5. Both parcels are within the Industrial zone with a minimum lot size of 2.5 acres. If approved lot 8.2 will increase to 9.385 acres. Member Gordon asked if both parcels were owned by the same people. Mr. Ploof explained that although ownership is

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two different entities they are the same people. Member Merrell asked if there was a reason for the adjustment. Mr. Ploof explained that Apollo Steel is planning an expansion of the existing warehouse and the office building; additional land would be necessary. The parcel is served by existing wells however there is a proposed water line shown on the plan. It was also noted that lot 8.5 will be subject to an Alteration of Terrain permit.

There being no further comments Chairman McKenzie closed the public hearing.

2. PB 16-17 Apollo Steel, 35 Maria Dr., Map 255 / Lot 8.2, Zone: Industrial

Site Plan Review – The applicant proposes to amend a previously approved site plan.

Presentation: Mike Ploof, Fieldstone Land Consultants

Appearance: Jeff Pellisier

Mr. Ploof stated that the proposal is for two additions. The first would be an addition of 1,695 square feet off an existing 1,768 square foot office building. The second addition will be a 12,800 square foot building that is directly in line with the existing warehouse. There is also a water line being proposed that will come from a fire hydrant on Old Sharon Rd and with a proposed easement, over lot 8.1 for a small section. All drainage flows west to east and that will not be interrupted; snow storage will be along the edge of an existing swale and traffic flow will pass around the warehouse exiting near the office building. There are nineteen employees and nineteen parking spaces. Seven of the nineteen employees are on the road.

Chairman McKenzie asked if the easement was in place. Mr. Ploof stated that it is in process, not yet recorded.

Member Gordon asked if there were cutting oils in the building. Mr. Pellisier explained that the product used is biodegradable; an animal fat based lubricant. Chairman McKenzie asked if the septic was an approved system sized for the expansion. Member Deschenes stated that he has looked it up and it is permitted pointing out that the expansion is for equipment storage and not the increase of employees.

Planner Carr stated that she will look into obtaining tax credits for the construction of a water line.

There being no further comments Chairman McKenzie closed the public hearing.

DECISIONS

1. PB 16-16 Apollo Steel, 35 Maria Dr., Map 255/Lot 8.2, Zone: Industrial

Technical Sub-division – The applicant proposes a lot line adjustment.

On a motion by Merrell, seconded by Deschenes the application proposing a boundary line adjustment between map 255 lots 8.2 and 8.5 was approved as presented and per testimony given. The plan submitted was prepared by Fieldstone Land Consultants, PLLC and is on file with this office with a plan date of October 6, 2016, revised on October 31, 2016 and stamped by Michael Ploof, LLS. (7-0)

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2. PB 16-17 Apollo Steel, 35 Maria Dr., Map 255 / Lot 8.2, Zone: Industrial

Site Plan Review – The applicant proposes to amend a previously approved site plan.

On a motion by Gordon, seconded by Farmer the site plan review application proposing to amend a previously approved site plan was approved as presented and per testimony given subsequent to one condition. The First Floor plan submitted was prepared by CAD Architectural Drafting Services and has a Received stamp date of October 10, 2016 for PB 16-17. The Floor Plan New Construction submitted was prepared by CAD Architectural Drafting Services and has a Received stamp date of October 10, 2016 for PB 16-17 and stamped by William C. Melcher, Licensed Architect. The site plan submitted was prepared by Fieldstone Land Consultants, PLLC with a plan date of November 1, 2016 and stamped by Chad Branon, PE. (7-0)

Condition subsequent:

A document demonstrating the recording of the water line easement be submitted before a certificate of occupancy is issued.

OTHER BUSINESS

- Work session regarding the sign ordinance will take place on Tuesday, November 29 at 7:00 p.m.
- CIP approval will be at the next planning board meeting provided it is accepted by the BOS on Nov. 14.
- Master Plan Public Hearing on the Vision and Community Character Chapter in December
- Planner Carr reviewed the meeting procedure with the board and the rights of the board. They were reminded that they do have copies of the Planning Board Hand Book and were encouraged to reference them.
- There are no applications for December.
- Discussion of the proposed zoning changes will take place at the December meeting.

ADJOURNMENT

The meeting adjourned at 7:40 p.m.

Submitted:


Erlene Lemire
Recording Secretary

Attest:


Laurel McKenzie
Chairman, Jaffrey Planning Board